

# PROPOSED RULES OF THE WYOMING DEPARTMENT OF FIRE PREVENTION AND ELECTRICAL SAFETY - 2011

## CHAPTER I

### GENERAL PROVISIONS

#### **Section 1. Authority and Purpose.**

(a) These rules are adopted by the authority granted at W.S. 35-9-107(a)(ii) and W.S. 16-3-101 et seq. They are adopted for the purpose of establishing fair and efficient means of conducting the duties and responsibilities of the Department of Fire Prevention and Electrical Safety [hereafter Department] found at W.S. 35-9-101 through W.S. 35-9-131.

#### **Section 2. Appeals from Decisions.**

(a) If any party is aggrieved by any decision of the department, that party may appeal said decision to the Wyoming Electrical Board [hereafter Board], or the Wyoming Council on Fire Prevention and Electrical Safety [hereafter Council], in accordance with the rules and regulations of the Board or Council, whichever is applicable.

#### **Section 3. Definitions.**

(a) "Building Code" means the International Building Code, as adopted by the Council. The provisions of this code shall apply to the construction, alteration, moving, demolition, repair, maintenance and use of any building or structure within this jurisdiction.

(b) "Design Professional" is an architect or engineer, registered or licensed to practice architecture or engineering, as defined by statutory requirements of the professional registration laws of the state of Wyoming.

(c) "Factory built housing" means manufactured homes or mobile homes.

(d) "Fire Code" means the International Fire Code, as adopted by the Council. The provisions of this code prescribe regulations consistent with nationally recognized good practice for the safeguarding, to a reasonable degree, of life and property from hazards of fire, explosions, and dangerous conditions arising from the storage and handling and use of hazardous materials and devices, and from conditions hazardous to life or property in the use or occupancy of buildings or premises and provisions to assist emergency response personnel.

(e) "General Plan Review Correction List" means a detailed report that lists the code deficiencies noted during the plan review process that may need to be corrected and resubmitted. This list is also referred to as "Review Comments".

(f) "HUD Code" means the National Manufactured Housing Construction and Safety Standards Act, 42 U.S.C. Sec. 5401 et seq.

(g) "Mechanical Code" means the International Mechanical Code, as adopted by the Council. The provisions of this code shall apply to the erection, installation, alteration, repair, relocation, replacement, addition to, use or maintenance in the state of any heating, ventilating, cooling, refrigeration systems, incinerators or other miscellaneous heat-producing appliances.

(h) "Mobile home" means a transportable factory built housing unit built on or before June 15, 1976, in accordance with a state mobile home code which existed prior to the Federal Manufactured Housing and Safety Standards Act (HUD Code).

(i) "Nationally Recognized Standards" means standards that are generally accepted as reliable or authoritative.

(j) "Owner" means the person holding legal title to a building or real property.

(k) "Participant Sports Area" as referenced in the International Building Code shall include the playing area and the area surrounding the playing area, provided the occupants of the surrounding area are associated with the participant, and the total occupant load of the building is less than 50 and the building contains no other occupancies or uses.

(l) "Permanent Power" means an electrical service that has been installed to provide power in or on a building, mobile home and premises.

(m) "Plans" means a submittal including drawings or diagrams, calculations, design professional's seal or letter of approval, cut sheets (material specifications), technical specifications and any other design documents as needed, showing the arrangement in horizontal section of a building or aboveground flammable or combustible storage tank, which may include details of foundations, structural components, framing, plumbing, mechanical, electrical systems and fire protection systems.

(n) "Plan Review Packet" means the packet of printed material that contains detailed information for the plan submitter, detailing specific required information related to the proposed project and a schedule of plan review fees based on the valuation of the project.

(o) "Preliminary Review" means a discussion or procedure leading to the final review of submitted plans.

(p) "Public Building" means a building intended for access by the general public.

(q) "Remodeling" includes repairing, altering or adding to a building or its electrical system.

(r) "Temporary Power" means an electrical service that has been installed to provide power during construction or remodeling and will be removed after permanent power is installed.

(s) "Valuation" of a building shall be the estimated cost to replace the building or structure in kind, based on current replacement costs including materials and labor. Valuation may also refer to the estimated construction cost of a system of building components only, such as a "fire protection sprinkler system" or "fire alarm system".

## CHAPTER II

### BUILDING CONSTRUCTION PLAN REVIEW

#### Section 1. Submission of Plans.

(a) Except as provided in W.S. 35-9-108(q), prior to beginning any new construction, the remodeling of existing buildings or the installation of aboveground flammable or combustible fuel storage tanks, plans shall be submitted for review. The owner or the owner's designated representative shall submit plans to the Department for review of the proposed project for compliance with applicable fire and electrical safety standards. The owner shall be responsible to ensure plans are submitted and approved by the Department prior to beginning work.

(i) Applicable plan review fees shall accompany submitted plans. Sufficient postage to provide for the return of one set of plans and specifications shall be included and attached to a label bearing the return address of the applicant.

(ii) For the purposes of a fire protection sprinkler system or a fire alarm system, design plans may be submitted electronically or on paper, however electronic filing is preferred. All submitted plans must be drawn to scale.

(b) When hard copy plans are sent to the Department for review they shall be drawn to scale on substantial paper; and shall be of sufficient clarity to indicate the nature and extent of the work proposed and show in detail that they will conform to the provisions of the statutes and the rules and regulations of the Department. If plans received do not meet the provisions of the statutes, rules, and regulations they may be returned as unaccepted at the expense of submitter.

(c) Plans which have been prepared by a professional individual or firm practicing architecture or engineering shall include the name and Wyoming license number of the responsible architect or engineer and bear their seal.

(i) Plans submitted must be prepared by a design professional registered to practice in Wyoming, unless the building is exempted from professional plans preparation as described in W.S. 33-4-117.

(ii) Plans submitted for fire protection systems and for fire detection and alarm systems, designed by a NICET III or greater professional, shall be prepared under the direct supervision of a design professional registered to practice engineering in Wyoming. If the system is a manufactured, pre-engineered system, such evidence shall be submitted for verification.

(iii) Plans submitted for public or private above ground fuel dispensing facilities or a Type I Commercial Hood System must be professionally designed or be pre-engineered by the manufacturer.



(iv) When determining the occupant load of a Family Child Care Home (FCCH), a Family Child Care Center (FCCC) or a Child Care Center (CCC), the floor area in square feet per occupant shall be calculated by using the occupant load factor of 35.

(d) A separate form provided by the Department and known as the project information sheet shall be submitted to the Department to initiate the plan review process. Applicants must provide all information requested on the project information sheet when applying for a plan review.

(e) A separate form and packet provided by the Department shall be required for aboveground tank installations, commercial hood systems, fire protection sprinkler systems, fire alarm systems, and other fire suppression systems.

(f) Plans shall include site plan, drawn to scale, showing the property lines, streets and alleys, fire access roads, proposed building location, and any other structures on the site.

(g) Plans shall further include floor plans, drawn to scale, with all rooms identified, exterior elevations, wall, ceiling, floor and roof details and complete mechanical plans.

(i) Electrical: Sufficient information on the plans and in the specifications shall include one line diagrams showing feeders, service and panels, panel schedules, location of all electrical equipment, devices, classification on hazardous areas, emergency systems, and short circuit current available at the supply terminals at the service equipment.

## **Section 2. Review.**

(a) Upon request, the Department shall provide the Plan Review Packet which contains the project information sheet which shall be completed and accompany the plan submittal and the plan review fees.

(b) The Department may upon its own initiative, or upon the request of the submitter, hold preliminary meetings with design professionals and building owners or the building owner's designated representative to discuss code issues relative to proposed projects.

(c) Plan reviews may be submitted in phases so that work may begin on the first phase of a project upon approval of the plans for that phase. Subsequent work may begin on each successive phase as plans are approved for each successive phase. Plans for fire alarm systems and fire sprinkler systems shall be submitted as successive phase plans after the initial plans are approved. The number of phases in the total project shall be clearly identified in the initial plan submittal. A phased plan submittal may be returned as unacceptable by the Department if it contains more phases than proposed in the initial submittal.

(d) The applicant shall send or deliver the plans to the Department. The following must be provided before a plan review will commence by the Department:

(i) Four (4) sets of plans and one (1) set of specifications as described in Section 1 (d) & (e) or one (1) set of CAD drawings (in DWF format) if sent electronically for sprinkler and alarm systems;

(ii) Plan review fee;

(iii) Postage for return of one set of approved plans (not applicable if review documents are sent electronically);

(iv) Project Information Sheet;

(v) Compliance with other rules of the Council.

(e) If it is determined by the Department that the plans received are incomplete, the applicant will be notified in writing of the required additional information.

(f) The plan review process shall begin after the Department determines the plans submitted contain sufficient information for a comprehensive plan review. After that determination is made, the plans shall be logged into the plan review data base and stamped and dated as "RECEIVED".

(g) After having been logged in and stamped as "RECEIVED" the plans shall be assigned to a plans analyst for review. The review shall be completed within twenty-one (21) working days.

(h) If the plans contain items that must be corrected, a general plan review correction list or review comments shall be mailed or electronically transmitted in a protected format back to the submitter. The identified items shall be corrected and verification of correction shall be resubmitted to the Department with an original signature concurring that corrections have been made before construction may begin. The general plan correction list then becomes part of the approved plans.

(i) If the applicant does not agree to correct the deficiencies, the applicant shall submit an objection, in writing, to the Department and request an appeal hearing before the Council pursuant to W.S. 35-9-106(c).

(i) When the Department issues final approval of plans, the plans and the specifications shall be stamped "REVIEWED AND APPROVED FOR FIRE AND LIFE SAFETY ONLY" or "APPROVED AS NOTED". Approved plans and specifications shall not be changed, modified, or altered without authorization of the Department relative to fire and life safety code requirements, and all work, construction and installation, shall be performed in accordance with the approved accepted plans.

(j) Three (3) sets of accepted plans and specifications shall be retained by the Department. One (1) set of plans shall be returned to the applicant and a hard copy shall be kept on the site of the building or work at all times during which the work authorized thereby is in progress. The General Plan Review Correction List or review comments shall be attached to the applicant's plans and shall remain as a part of the plans. All hard copies shall be the responsibility of the submitter.

(k) Stamped plans marked "REVIEWED AND APPROVED FOR FIRE AND LIFE SAFETY ITEMS ONLY" or "APPROVED AS NOTED" is not authorization, allowance or approval of the violation of any applicable code, law, or regulation.

(l) After acceptance by the Department, construction shall commence within 180 days. After construction commences work shall not be suspended or abandoned for more than 180 days or the approval of plans and/or the electrical permit shall become null and void.

(m) The Department may, in writing, suspend or revoke acceptance issued under the provisions of the rules and regulations whenever the acceptance is issued in error or on the basis of incomplete or incorrect information.

(n) The Department may issue a temporary certificate of occupancy or temporary letter of compliance in cases where occupancy and use will not pose an unreasonable risk to persons using and occupying the premises. Such temporary certificates or letters shall be on the Department's letter-head or forms approved by the Fire Marshal or Assistant Fire Marshal. A temporary certificate or letter shall clearly list any and all outstanding code requirements to be completed before issuance of a permanent certificate of occupancy or letter of compliance will occur. A temporary certificate of occupancy or letter of compliance shall be signed by the Director or Deputy Director. The temporary certificate of occupancy shall also clearly state an expiration date when all code requirements are to be met.

**Section 3. Fee Schedule.**

(a) When documents are submitted as required by W.S. 35-9-108, a plan review fee shall be paid with the submittal. Said plan review fee shall be as follows:

TOTAL VALUATION	FEE
\$1.00 to \$499.99	\$16.03
\$500.00 To \$1,999.99	16.03 for the first \$500.00 plus \$2.08 for each additional \$100.00, or fraction thereof, to and including \$1,999.99;
\$2,000.00 to \$24,999.99	\$47.22 for the first \$2,000.00 plus \$9.55 for each additional \$1,000.00, or fraction thereof, to and including \$24,999.99;
\$25,000.00 to \$49,999.99	\$267.12 for the first \$25,000.00 plus \$6.90 for each additional \$1,000.00, or fraction thereof, to and including \$49,999.99;
\$50,000.00 to \$99,999.99	\$438.95 for the first \$50,000.00 plus \$4.78 for each additional \$1,000.00, or fraction thereof, to and including \$99,999.99;
\$100,000.00 to \$499,999.99	\$677.60 for the first \$100,000.00 plus \$3.82 for each additional \$1,000.00, or fraction thereof, to and including \$499,999.99;
\$500,000.00 to \$999,999.99	\$2,204.94 for the first \$500,000.00 plus \$3.25 for each additional \$1,000.00, or fraction thereof, to and including \$999,999.99;
\$1,000,000.00 and up	\$3,824.33 for the first \$1,000,000.00 plus \$2.49 for each additional \$1,000.00, or fraction thereof.

**Other Inspections and Fees:**

1. Inspections outside of normal business hours.....\$49.31 per hour  
(Minimum charge - two hours).
2. Reinspection fees assessed under provisions of Section 109.3.8 of the 1997  
Uniform Building Code .....\$49.31 per hour\*.
3. Inspections for which no fee is specifically indicated.....\$49.31 per hour\*  
(Minimum charge -- one-half hour).
4. Additional plan review required by changes, additions or revisions to  
Plans.....\$49.31 per hour\*.  
(Minimum charge -- one-half hour).
5. Outside consultants for plan checking and inspections, or both.....Actual costs\*\*.

\*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

\*\*Actual costs include administrative and overhead costs.



## CHAPTER III

### MUNICIPALITY/COUNTY LOCAL ENFORCEMENT AUTHORITY

#### **Section 1. Delegation of Enforcement Authority.**

(a) The delegation of joint plan review authority over state owned or leased buildings pursuant to W.S. 35-9-121(b) is contingent upon maintenance of properly certified inspectors by the municipality or county for each purpose. Failure to maintain the properly certified inspectors will result in cancellation of the authority of the local enforcement jurisdiction over state owned or leased buildings. It is the responsibility of the municipality or county to inform the Department promptly of any lapse in required inspector certification.

## CHAPTER IV

### SPECIAL DEPUTY STATE FIRE MARSHALS

#### **Section 1. Definition.**

(a) Special Deputy State Fire Marshal means any person properly qualified and appointed by the State Fire Marshal to assist with his duties. Special Deputy State Fire Marshals serve without pay.

#### **Section 2. Number.**

(a) The State Fire Marshal may appoint as many special deputies deemed necessary to serve the public interest.

#### **Section 3. Appointment.**

(a) Appointment may be made verbally when necessary to facilitate and insure timely inspection or investigation. Such verbal appointments must be verified within forty-eight (48) hours in writing. All other appointments shall be in writing at the time of appointment.

(b) An appointee shall be certified in conformance with the requirements established by the Department.

(c) An appointee will be issued an identification card and certificate.

#### **Section 4. Duration of Term.**

(a) The appointment term of a special deputy shall expire on January 1 following the year of issue. The appointment becomes invalid when withdrawn in writing by the Fire marshal, or when any qualification in W.S. 35-9-107(b)(iii) or this chapter is no longer satisfied.

#### **Section 5. Powers.**

(a) The powers of a special deputy are limited to those necessary to conduct an effective inspection or investigation as assigned by Department. Any actions taken by the special deputy which exceed these powers are not binding on the Department.

**Section 6. Report.**

(a) Special deputies shall submit a written report of observations, findings, and conclusions of each inspection or investigation permitted by this section. Reports shall be submitted to the Department by certified mail within forty-eight (48) hours of completion of the inspection or investigation, unless more time is granted by the Department.

**Section 7. Misrepresentation.**

(a) In the event a special deputy continues to act as a special deputy after an appointment has been terminated, or expires, or if a special deputy goes beyond the authority permitted by this chapter, the Department may institute appropriate legal proceedings.

## **CHAPTER V**

### **FIRE REPORTING**

#### **Section 1. Fire Reports; Responsibility.**

(a) The chief officer or designated representative of every fire protection jurisdiction in the state shall report all fires occurring that were reported or that required an emergency response. The report shall include all information required by the Department concerning the origin, facts and circumstances of the fire determined by investigation under W.S. 35-9-107 and W.S. 35-9-109. The report shall be submitted in a format approved by the Department. The report shall be furnished to the Department within one (1) week of the fire.



## CHAPTER VI

### ELECTRICAL LICENSING

#### **Section 1. Application and Renewal of Licenses.**

(a) License applications shall be submitted on the form provided by the Department and shall be accompanied by the appropriate fees as established by these rules. All information solicited shall be provided.

(b) Examinations are scheduled by contacting testing agency after approval by the Chief Electrical Inspector. Location and frequency of the examinations will be determined by the Chief Electrical Inspector and the Board for electronic exams.

(c) Approximately ninety (90) days prior to expiration, the Department shall send written notification of the approaching expiration of each license to the most recent known address that the licensee has provided to the Department. The Department is not responsible for failure of renewal notice to reach applicant.

(d) The application for renewal for electrical contractors, low voltage contractors, and limited contractors must be completed and submitted to the Department no later than the 20th day of the month prior to the expiration of the license.

(e) In the case of contractors, the master acknowledgment of responsibility form shall be completed and the signature of the full time actively employed master electrician of record shall be notarized and returned with the application and the appropriate fee during the ninety (90) days preceding expiration. In the case of low voltage and limited electrical contractors, the technician acknowledgment of responsibility form shall be completed and the signature of the full time actively employed technician of record shall be notarized and returned with the application and the appropriate fee during the ninety (90) days preceding expiration.

(f) An electrician or technician who applies for renewal of his expired license within forty-five (45) days after its expiration and is otherwise entitled to renewal of his license shall have his license renewed by paying an additional fee of fifty dollars (\$50.00).

(g) Any electrician or technician who fails to renew his or her license within forty-five (45) days of expiration must pay all applicable fees and pass the appropriate examination to reinstate his or her license.

## **Section 2. Temporary Work Permits.**

(a) Temporary permits to engage in the work of a journeyman electrician, low voltage technician, or a limited technician shall be issued to applicants who apply, furnish documented evidence of experience to qualify for the examination, and pay the required fees.

(i) A temporary work permit is valid no longer than 150 days after the date of issuance. The expiration date shall be printed on the temporary work permit.

(ii) A journeyman electrician who has let his or her Wyoming electrical license expire shall be allowed one work permit that will be valid for 30 days. The applicant must pay the required fees.

(iii) No more than one temporary work permit shall be issued to the same individual in any three (3) year period.

## **Section 3. Master Electricians, Journeyman Electricians, Low Voltage Technicians and Limited Technicians.**

(a) Electrically related classroom instruction, or time spent in electrical school, shall be documented with transcripts from a school or classroom training records from an apprenticeship program as approved by the Department or the United States Department of Labor.

(b) New or renewed master electrician, journeyman electrician, low voltage technician, and limited technician licenses are valid for no more than three (3) years, with master license, low voltage technician license, and limited technician license expiring July 1 and journeyman license expiring January 1. New licenses shall expire on the appropriate date no more than three (3) years after date of issuance.

## **Section 4. Apprentice Electricians, Apprentice Electrician Training Programs and Apprentice Technicians.**

(a) Any class, seminar, or course that is required by the Board as a part of the qualification for any electrician's license must have received approval from the Department for both the instructor and the course material prior to presentation of the class, seminar, or course.

(b) An apprentice electrician is any person working as an apprentice for a licensed electrical contractor and under the direct supervision of a licensed journeyman or master electrician.

(i) It is the responsibility of the electrical contractor employing apprentice electricians to register each with the Department within ten (10) days of hiring and to notify the Department within ten (10) days after termination.

(A) Prior to the initial apprentice electrician registration, or for apprentice electricians with prior work experience obtained outside the State of Wyoming, the following information shall be provided:

(I) Documentation of the total number of hours of all previous on-the job electrical work experience. Work shall have been governed by the minimum standards of the NEC, under the direct supervision or attestation of a licensed journeyman or licensed master electrician. A breakdown indicating number of hours obtained in residential, commercial and industrial work categories shall be included. Proof of work history shall be through notarized letters on company letterhead from past or present employers.

(II) Documentation of the total number of hours of all previous electrically related classroom instruction obtained through schools or through approved apprenticeship programs. Electrically related classroom instruction, or time spent in electrical school, shall be documented with transcripts from a school or classroom training records from an approved electrical apprenticeship program.

(ii) Apprentice electricians will be required to renew their registration with the Department yearly on or before September 1. The director for multi employer electrical apprenticeship training programs shall be allowed to renew the registrations for all apprentice electricians in their training program.

(iii) A notification of registration renewal will be mailed to all registered apprentices to their last submitted address approximately ninety (90) days prior to the renewal deadline.

(iv) Apprentice electricians applying to renew their registration with the Department shall provide proof to the Department of all experience and education completed since their license was last renewed.

(c) An application for electrical apprenticeship training program approval must be completed, submitted to the Department, and approved by the Department prior to employing apprentice electricians in the State of Wyoming. All information solicited by the Department on the application must be provided. Training programs which have previously received approval from the Bureau of Apprenticeship and Training, United States Department of Labor, will be accepted. However, Bureau of Apprenticeship and Training approval is not required for an apprenticeship training program to receive approval from the Department.

(i) Whenever the Department denies an application for an electrical apprentice training program, the applicant may appeal such denial to the Board in accordance with the Rules and Regulations of the Board.

(d) Electrical contractors shall keep monthly records for each apprentice electrician which indicates the total number of hours of on-the-job work experience in the categories of residential, commercial, and industrial wiring. Monthly records shall also indicate the number of hours of classroom instruction obtained by each apprentice and the cumulative grade average for each apprentice electrician. These records shall be subject to review upon demand of the Department.

(e) The Department shall disapprove any electrical apprenticeship training program which does not possess or is not maintaining the required standards, as mandated by the Board.

(f) An apprentice technician is any person working as an apprentice for a licensed low voltage or limited electrical contractor and under the direct supervision of a licensed low voltage technician or licensed limited technician of the same license category.

(i) It is the responsibility of the low voltage or limited electrical contractor employing apprentice technicians to register each with the Department within ten (10) days of hiring, and to notify the Department within ten (10) days after termination.

(A) Prior to the initial apprentice technician registration, or for apprentice technicians with prior work experience obtained outside the State of Wyoming, the following information shall be provided:

(I) Documentation of all previous electrical work experience associated with the low voltage or limited category in which the apprentice technician will be employed. Work shall have been governed by the minimum standards of the NEC. Proof of work history shall be through notarized letters on company letterhead from past or present employers.

(II) Documentation of all previous electrically related classroom instruction obtained through schools or through apprenticeship programs. Electrically related classroom instruction, or time spent in electrical school, shall be documented with transcripts from a school or classroom training records from an electrical apprenticeship program.

(ii) Apprentice technicians will be required to renew their registration with the Department each year on or before September 1. A notification of registration renewal will be mailed to the last submitted address to all registered apprentices approximately ninety (90) days prior to the renewal deadline. Apprentice technicians renewing their registration with the Department will be required to provide proof of the following:



(A) The total number of hours of on the job work experience obtained during the twelve (12) month period from July 1 of the previous year to June 30 of the current year. Work shall have been governed by the minimum standards of the NEC, under the direct supervision or attestation of a licensed low voltage technician or a licensed limited technician of the same license category. Documentation of work history shall be through notarized letters on company letterhead from past or present employers. It shall be the responsibility of the apprentice technician to provide proof of experience to the Department.

**Section 5. Fee Schedules.**

(a) Fees for licenses, temporary work permits, examination applications, examination administrations, and apprentice registrations shall be as follows:

- (i) Electrical Contractor's License \$400.00.
- (ii) Low Voltage Electrical Contractor's License \$200.00.
- (iii) Limited Electrical Contractor's License \$200.00.
- (iv) Master Electrician's License \$200.00; Renewal \$100.00.
- (v) Journeyman Electrician's License \$100.00; Renewal \$50.00.
- (vi) Low Voltage Technician's \$100.00 License; Renewal \$50.00.
- (vii) Limited Technician's License \$100.00; Renewal \$50.00.
- (viii) Temporary Work Permit for Journeyman Electricians, Low Voltage Technicians, and Limited Technicians \$50.00.
- (ix) Apprentice Electrician Registration Fee \$20.00; Renewal \$20.00.
- (x) Apprentice Low Voltage or Limited Technician Registration Fee \$20.00; Renewal \$20.00.

(b) Examination fees shall be established by the testing agency designated by the Department, but in no case shall an examination fee exceed \$300.00

## CHAPTER VII

### ELECTRICAL PERMITS AND INSPECTIONS

#### Section 1. Permits.

(a) An electrical wiring permit shall be obtained prior to beginning any new construction or remodeling of any building, mobile home, or premises if the work will require a public utility to connect or disconnect and restore electrical power. Electrical permits are not required for installations exempt under W.S. 35-9-123 (a)(ii) through (v), unless the electrical work is being performed by a person or company acting as a subcontractor for the exempt person, partnership, or corporation and the electrical work is governed by the National Electrical Code. This section does not apply in municipalities and counties granted local enforcement authority for electrical safety standards under W.S. 35-9-121.

(b) Permits shall be obtained prior to the start of any installation requiring a permit pursuant to W.S. 35-9-120. Failure to obtain a permit prior to the starting of the electrical installation may result in criminal penalties as set forth in W.S. 35-9-130. Failure to obtain an electrical permit prior to the starting of electrical installation may result in revocation or suspension of Wyoming electrical license.

(c) Electrical permits may be obtained from the Chief Electrical Inspector, or may be made available through the local utility, local governmental agencies, or other entities, as determined by the Chief Electrical Inspector.

(d) A fee of \$50.00 shall be paid for any electrical wiring permit issued by the Department. The electrical wiring permit fee shall be waived for anyone requesting and paying for an electrical inspection.

#### Section 2. Inspections.

(a) Requested electrical inspections shall be made within five (5) business days of the request by the electrical contractor, the general contractor, or the owner. Unless previous arrangements have been made, the person requesting the inspection shall pay for the inspection.

(b) Electrical inspections may be made for any electrical wiring permit issued. These inspections may be made at any time during construction, or within thirty (30) days after completion of the installation for which an electrical wiring permit or plan review was performed.

(c) When serious or hazardous conditions are discovered upon inspection, the permittee shall be notified by letter, sent by certified mail return receipt requested or by regular mail with delivery confirmation service requested, which details the serious or hazardous conditions. A copy of the inspection report shall also be attached. The utility shall be copied with the same letter and report sent by certified mail return receipt requested or by regular mail with delivery confirmation service requested.

(d) Electrical permits for temporary power will be issued for a period of ninety (90) days as set forth in Article 305 of The National Electrical Code, unless the permittee requests a longer duration. An electrical wiring permit is required for a temporary service.

**Section 3. Inspection Fees. (THE \$50 PERMIT FEE IS INCLUDED IN THE FEE'S BELOW).**

(a) Residential

100 amp service \$70.00	200 amp service \$120.00
125 amp service \$82.50	300 amp service \$170.00
150 amp service \$95.00	400 amp service \$220.00

(i) Inspection fees for residential services larger than 400 amps will be calculated based upon the "Commercial & Industrial" table.

(b) Mobile Home Parks

60 amp 50.00 Each	100 amp 70.00 Each	150 amp 95.00 Each	200 amp 120.00 Each
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(c) Commercial & Industrial

	<b>120/208 or 240v 1 Phase</b>	<b>120/208 or 240v 3 Phase</b>	<b>480v 3 phase</b>	<b>over 480v</b>
<b>60 amp</b>	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
<b>100 amp</b>	60.00	65.00	70.00	70.00
<b>125 amp</b>	70.00	75.00	80.00	82.50
<b>150 amp</b>	80.00	85.00	90.00	95.00
<b>200 amp</b>	100.00	105.00	110.00	120.00
<b>225 amp</b>	110.00	115.00	120.00	132.50
<b>300 amp</b>	130.00	140.00	150.00	170.00
<b>400 amp</b>	170.00	185.00	200.00	220.00
<b>600 amp</b>	220.00	250.00	270.00	320.00
<b>800 amp</b>	300.00	330.00	360.00	420.00
<b>1000 amp</b>	370.00	410.00	450.00	520.00
<b>1200 amp</b>	440.00	480.00	520.00	620.00
<b>1600 amp</b>	600.00	640.00	680.00	820.00
<b>2000 amp</b>	800.00	850.00	900.00	1020.00
<b>2500 amp</b>	1000.00	1050.00	1100.00	1270.00
<b>3000 amp</b>	1200.00	1250.00	1360.00	1520.00
<b>4000 amp</b>	1600.00	1700.00	1850.00	2020.00
<b>5000 amp</b>	2000.00	2150.00	2350.00	2520.00

- (d) Temporary Services - \$40.00 each.
- (e) Remodels of residential units - \$20.00 plus 2% of the value of any electrical installation included in the remodel.
- (f) All other electrical inspections - \$20.00 plus \$.50 per ampere rating of the electrical service.
- (g) Reinspections - \$50.00 Plus \$.20 per ampere rating of the electrical service.

## CHAPTER VIII

### **HEARING PROCEDURES** **REPEALED**

**Section 1. — Authority.** — These rules are promulgated by authority of W.S. 16-3-102, W.S. 35-9-106 and W.S. 35-9-124.

**Section 2. — Definitions.** — The following definition will apply under these rules:

(a) — Respondent — Licensee, applicant, appellant.

(b) — Department — Wyoming Department of Fire Prevention and Electrical Safety.

(c) — Board — The Wyoming Electrical Board.

(d) — Council — The Council on Fire Prevention, Electrical Safety, and Energy Efficiency in Buildings.

**Section 3. — Purpose.** — These rules are established to provide a fair and efficient method for administrative hearings relative to suspension or revocation of licenses by the Board and relative to appeals of orders or actions of the Department by the Council brought under W.S. 35-9-106 or W.S. 35-9-124. These procedures shall also be utilized when a formal hearing is necessary for other purposes as well, by the Electrical Board or the Council on Fire Prevention, Electrical Safety and Energy Efficiency.

(a) — If a hearing is sought by the Department as petitioner, the respondent shall be accorded the rights as set forth below. However, when a serious threat to the public safety exists, due to code violations or other cause, the Fire Marshal may shorten the time allowed between notice and hearing to not less than 5 days.

(b) — When a party outside the Department requests and is granted a hearing, he, as petitioner, shall also be accorded the rights of a respondent as set forth below. However, when the petitioner is outside the Department, in requesting the hearing he shall provide the Department with the written information required in Section 3(b) below. Also, during the hearing, the petitioner rather than the Department shall proceed first and may briefly rebut the Department's closing.

(c) — These hearing procedures shall not alter the practice of holding informal hearings whenever possible.

**Section 4. — Commencement of Action.** — Commencement of action shall be by one of the following methods:



~~(a) — Upon an appropriate showing of violation of W.S. 35-9-101 through 35-9-130 or the Rules and Regulations, the Department may commence proceedings to suspend or revoke the license, the permit to construct or the certificate of occupancy of the alleged offender or take other disciplinary action.~~

~~In a Petition or Order to Show Cause, the Department shall notify the respondent of the:~~

- ~~(i) — Time, place and nature of the hearing;~~
- ~~(ii) — The legal authority and jurisdiction under which the hearing is to be held;~~
- ~~(iii) — The particular section of the statutes and rules, regulations or codes involved; and~~
- ~~(iv) — A short and plain statement of the violations alleged.~~

~~No answer is required, and at the hearing, the respondent may appear and show why his license, permit to construct, or certificate of occupancy should not be suspended, revoked, or other disciplinary action taken.~~

~~(b) — Any aggrieved party may appeal from an order or final action of the State Fire Marshal decided under W.S. 35-9-106 or W.S. 35-9-124 by filing a written appeal at the office of the State Fire Marshal within 30 days from the date of the service of such order. The respondent may request form SFM-3-7-88-1 “Guidelines for Council Appeals Hearings” from the office of the State Fire Marshal. The written appeal shall contain:~~

- ~~(i) — A heading in the words: “Council on Fire Prevention, Electrical Safety and Energy Efficiency in Buildings, State of Wyoming.”~~
- ~~(ii) — A caption reading: “Appeal of \_\_\_\_\_,” giving the names of all respondents participating in the appeal.~~
- ~~(iii) — A brief statement setting forth the legal interest of each of the appellants in the building or the land involved in the order.~~
- ~~(iv) — A brief statement of the specific order or action protested, in ordinary and concise language, together with any material facts claimed to support the contentions of the appellant.~~
- ~~(v) — A brief statement of the relief sought, in ordinary and concise language, and the reasons why it is claimed that the protested order or action should be reversed, modified or otherwise set aside. The statement shall contain proposed alternative methods of maintaining equivalent fire, life, and electrical safety and energy efficiency as required by the statute, rules, regulation or code being appealed.~~

(vi) ~~The signatures of all parties named as appellants, and their official mailing addresses.~~

(vii) ~~The verification (by declaration under penalty of perjury) of at least one appellant as to the truth of the matters stated in the appeal.~~

**Section 5. — Time and Place of Hearing.** ~~Time and place of hearings shall be determined as follows:~~

(a) ~~The hearing may be held no less than twenty (20) days after service of the Petition or Order to Show Cause upon the respondent, so that he may have adequate time for preparation. Upon motion and for good cause, the hearing may be postponed by the Department until a later date. However, when a serious threat to the public safety exists, due to code violations or other cause, the Fire Marshal may shorten the time allowed between notice and hearing to not less than five days.~~

(b) ~~As soon as practical after receiving the written appeal, the department shall fix a date, time, and place for the hearing of the appeal by the Board or Council. Such date shall be not less than 5 days nor more than 90 days from the date the appeal was filed with the department.~~

(c) ~~Hearings shall be conducted in a location determined by the Department.~~

**Section 6. — Service.** ~~The Petition or Order to Show Cause or written notice of the time and place of the hearing shall be served personally or by mail, return receipt requested, addressed to the place of business of the respondent, or to the most recent residence address of the respondent filed with the Department, or to the respondent at his address shown on the appeal.~~

**Section 7. — Matters to be Considered.** ~~Only those matters or issues specifically raised by the respondent shall be considered in the hearing of an appeal.~~

**Section 8. — Enforcement to be Stayed.** ~~Except for orders to abate or vacate immediate hazards, used under W.S. 35-9-116, enforcement of any notice and order of the State Fire Marshal shall be stayed during the pendency of an appeal therefrom which is properly and timely filed.~~

**Section 9. — Hearing Officer.** ~~The Board or Council may designate an attorney from the Attorney General's Office to conduct the hearing, or they may appoint one or more hearing examiners to conduct the hearings. The examiner hearing the case shall exercise all powers relating to the conduct of hearings until it is submitted by him to the Board or Council for final decisions.~~

(a) ~~The respondent may move to disqualify a hearing officer by filing written motion and supporting affidavits of personal bias with the Board or Council. After careful consideration of the evidence presented, the Chairman of the Board or Council shall rule upon the motion.~~

**Section 10. — Authority of Hearing Officers.** — ~~The hearing officer or the Chairman of the Board or Council [hereafter Chairman] if there is no hearing officer, has the authority to:~~

- ~~(a) — Administer oaths and affirmations;~~
- ~~(b) — Issue subpoenas;~~
- ~~(c) — Rule upon offers of proof and receive relevant evidence;~~
- ~~(d) — Take or cause depositions to be taken in accordance with the provisions of the Administrative Procedure Act, W.S. 163-101 through 163-115;~~
- ~~(e) — Regulate the course of the hearing;~~
- ~~(f) — Hold conference for the settlement or simplification of the issues;~~
- ~~(g) — Dispose of procedural requests or similar matters;~~
- ~~(h) — Make recommended decisions when directed to do so by the Board or Council; and~~
- ~~(i) — Take any action authorized by agency rules, the Administrative Procedure Act, or W.S. 35-9-101 et seq.~~

**Section 11. — Counsel.** — ~~All parties may appear at the hearing with or without counsel or other representative of their choice.~~

**Section 12. — Inspection of File.** — ~~Each party, or his authorized representative, shall be permitted to inspect and copy, at his own expense at the offices of the Department, all documents filed in the license suspension or revocation proceedings, all documents filed in appeals or orders or actions and all documents regarding the subject of the hearing contained in the Department's files permitted by law to be inspected and copied.~~

**Section 13. — Record of Proceedings.** — ~~The hearing shall be reported verbatim, stenographically, or by any other appropriate means determined by the Department or hearing officer. A copy will be furnished to any party upon written request to the Department and payment of a reasonable fee. If one or more parties desires the hearing transcribed by a certified court reporter, he must make the necessary arrangements and bear the cost.~~

**Section 14. — Continuances.** — ~~The board or council or hearing officer may grant continuances for good cause shown.~~

~~**Section 15. Reasonable Dispatch.** The Board or Council and its representatives shall proceed with reasonable dispatch to conclude any matter before it. Due regard shall be shown for the convenience and necessity of any parties or their representatives.~~

~~**Section 16. Notice to Respondent.** The notice to respondent shall be substantially in the following form, but may include other information:~~

~~“You are hereby notified that a hearing will be held before (the Board or Council or name of hearing examiner) at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ at the hour of \_\_\_\_\_. You may be present at the hearing. You may be, represented by counsel. You may present any relevant evidence and will be given full opportunity to cross-examine all witnesses testifying against you. You may request the issuance of subpoenas to compel the attendance of witnesses and the production of books, documents, or other things by filing an affidavit therefor with the Council or the hearing examiner.”~~

~~**Section 17. Evidence.** Hearings need not be conducted according to the technical rules relating to evidence and witnesses.~~

~~(a) Oral evidence shall be taken only on oath or affirmation.~~

~~(b) Each party shall have these rights, among others:~~

~~(i) To call and examine witnesses on any matter relevant to the issues of the hearing.~~

~~(ii) To introduce documentary and physical evidence.~~

~~(iii) To cross-examine opposing witnesses on any matter relevant to the issues of the hearing.~~

~~(iv) To impeach any witness regardless of which party first called him to testify.~~

~~(v) To rebut the evidence against him.~~

~~(vi) To represent himself or to be represented by anyone of his choice.~~

~~**Section 18. Order of Procedure at Hearing.** Hearings shall be conducted substantially as follows:~~

~~(a) The hearing officer or Chairman shall announce that the hearing is called to order and announce the matter to be heard, briefly summarizing the case and issues.~~



~~(b) — The hearing officer or Chairman shall take up any preliminary motions or matters to be discussed.~~

~~(c) — The Department may present a brief opening statement of the charges, explain the theory of the case and what the evidence will show.~~

~~(d) — The respondent may present his opening statement in the same manner.~~

~~(e) — The Department shall then present the evidence of the Department, subject to cross examination by the respondent and the hearing officer or Board or Council.~~

~~(f) — The respondent shall present his evidence, subject to cross examination by the Department and the hearing officer or Board or Council.~~

~~(g) — Closing statements may be made at the conclusion of the evidence by both parties. These statements may include summaries of the evidence and legal arguments. The Department shall precede the respondent and may also briefly rebut respondent's closing statement.~~

~~(h) — The hearing officer or Chairman may ask for proposed findings of fact and conclusions of law from both parties, to be submitted within a reasonable time.~~

~~**Section 19. — Official Notice may be Taken.** — In reaching a decision, official notice may be taken, either before or after submission of the case for decision, of any fact which may be judicially noticed by the courts of this state or of official record of the Board or Council and laws of the State of Wyoming or rules and regulations of the Board or Council. Parties present at the hearing shall be informed of the matters to be noticed and these matters shall be noted in the record, referred to therein, or appended thereto.~~

~~**Section 20. — Opportunity to Refute the Officially Noticed Matters.** — Parties present at the hearing shall be given a reasonable opportunity, on request, to refute the officially noticed matters by evidence or by written or oral presentation of authority, the manner of such refutation to be determined by the Board or Council or hearing examiner.~~

~~**Section 21. — Inspection of Premises Involved in the Appeal.** — Members of the Board or Council, or the hearing examiner may inspect any building or premises involved in the appeal before or during the course of the hearing, provided that: Notice of inspection shall be given to the parties before the inspection is made, the parties are given an opportunity to be present during the inspection, and the Board or Council or the hearing examiner, upon completion of the inspection, shall state in the record, the material facts observed and the conclusions drawn therefrom. Each party then shall have a right to rebut or explain the matters so stated by the Board or Council or hearing examiner.~~



~~**Section 22. — Voting Limitation.** Where a contested case is heard before the Board or Council itself, no member thereof who did not hear the evidence or has not read the entire record of the proceedings shall vote on or take part in the decision.~~

~~**Section 23. — Re-assignment.** If the proposed decision is not adopted as provided in Section 19, the Board or Council may decide the case upon the evidence; or may refer the case to the same or another hearing examiner to take additional evidence. If the case is re-assigned to a hearing examiner, he shall prepare a report and proposed decision as provided in Section 24 hereof after any additional evidence is submitted. Consideration of such proposed decision by the Board or Council shall comply with the provisions of this section.~~

~~**Section 24. — Decision of Board or Council.**~~

~~(a) — Within twenty (20) days after completion, if requested, the hearing officer shall prepare proposed findings of fact and conclusions of law for submittal to the Board or Council.~~

~~(b) — Within twenty (20) days after the hearing, or after submittal of proposed findings of fact and conclusions of law from the hearing officer, if any, the Board or Council shall enter a decision and final order signed by the Chairman. In its decision the Board or Council may adopt or reject the proposed decision in its entirety, or may modify the proposed decision.~~

~~(c) — The decision shall be in writing and shall contain findings of fact, a determination of the issues presented, and the requirements to be complied with. A copy of the decision shall be delivered to the respondent personally, with written receipt, or sent to him by certified mail, postage paid, return receipt requested.~~

~~**Section 25. — Appeals to District Court.** A respondent may appeal a Board or Council decision to district court as provided in W.S. 16-3-114 and W.S. 35-9-124.~~

## CHAPTER IX

### INFORMATION PRACTICES REPEALED

**Section 1. — Introduction.** — Pursuant to the Executive Order issued by the Governor, March 7, 1975, and as authorized by W.S. 16-4-201 et seq. the Department is required to establish rules and regulations governing the information practices of this agency and to ensure security, confidentiality, and privacy in personal information systems. The following rules and regulations set forth the procedures whereby such information will be collected, maintained, and disseminated.

**Section 2. — Disclosure.** — Upon receipt of all records of personal information, the Department will in accordance with the statutes, determine and classify said information as “public records” or “confidential records”. Public records will be disseminated upon request to any interested individual without regard to intended use or purpose, and in accordance with Department procedure as stated in Section 6.

Confidential records will not be available to those other than the individual to whom the record pertains or authorized Department employees unless the individual provides written consent for the Department to make the disclosure. The Department may disclose the contents of a confidential record without the individual’s written consent if the disclosure is:

(a) — For a routine use of the record as when information is shared with another state agency to perform a statutory function.

(b) — To a recipient who has provided written assurance that the record will be solely for statistical research and that the record is to be transferred in a form that is not individually identifiable.

(c) — A transfer to the state archives as a record which warrants continued preservation.

(d) — To another governmental agency for civil or criminal law enforcement activity.

(e) — To any person on a clear showing of a compelling circumstance affecting the health or safety of an individual.

(f) — An order from a court of competent jurisdiction.

**Section 3. — Access.** — Any person shall have the right to physically handle and inspect the contents of a record that pertains to him. Original documents may not be removed from the Department; however, the Department will make provisions for copying requested material for a charge that will cover the cost incurred by the Department for copying and compiling the requested information. Individuals requesting access to public records and to confidential records that pertain to them must do so in advance in order to allow the Department to collect the information. All requests for access will be responded to within ten (10) days after receipt of the request. When access to any record is denied by the Department, the custodian will inform the requester of the statutory or regulatory basis for the denial of access.

**Section 4. — Correction and Amendment.** — Any individual has the right to bring to the attention of the custodian any erroneous, inaccurate, or misleading information that is contained in any file that he inspects. All modifications to a record shall then become a permanent part of that record.

**Section 5. — Maintenance of Records.** — When soliciting information from an individual, this agency shall give the following notification on the form used to solicit the information or on a separate form:

(a) — The statutory or administrative authority or federal regulation that allows this agency to solicit such information.

(b) — The purpose and uses for which the information is sought.

(c) — The public or confidential classification of the solicited information.

(d) — The voluntary or mandatory status of the questions asked of individuals and the effects, if any, of not providing all solicited information.

(e) — Maintain any record that is used to make determinations about an individual with such accuracy, relevancy, timeliness, and completeness as is reasonably necessary to assure fairness to the individual.

(f) — Not maintain any record on how an individual exercises his rights under the First Amendment of the U.S. Constitution.

(g) — Not maintain any system of records whose very existence is a secret from the public.

(h) — Establish physical safeguards and specific security policies for the protection of each system from burglary, misuse, or destruction.

(i) — Maintain all systems of personal information in a manner that is conducive to public inspection and access.

~~(j) — Maintain only that information about an individual necessary to accomplish the agency's purpose as authorized by statute.~~

~~(k) — Collect information to the greatest extent possible directly from the individual who is the subject of the record.~~

~~**Section 6. — Personnel Records.** — The individual who is an employee of this agency has the right to view his own employment application, performance ratings, and scholastic achievement data received as part of state employee training, which is maintained within the personnel files of this agency or those of the Human Resources Division of Administration & Information. All of the contents of an individual's personnel file shall be available to the duly elected and appointed officials who supervise the work of the employee and to past employees of this agency to whom the record pertains. Responses to inquiries concerning the status of present or past employees of this agency shall be referred to the Human Resources Division of Administration & Information when data is not available from the Department.~~

~~Requests for recommendations of past employees shall be limited to employment dates and responsibilities, the gross annual salary of a present or past employee, in addition to an affirmative or simple negative recommendation of a former employee allowing that employee, if he requests, to receive a full written explanation of the negative recommendation. Further, this agency shall allow the former employee to enter his version of the facts surrounding his employment with this agency to be made available to any future employer upon authorization of the former employee.~~



## CHAPTER X

### ~~FIRE PROTECTION, LIFE SAFETY SYSTEMS AND APPLIANCES REPEALED~~

~~Section 1. — Authority. — These rules are promulgated by authority of W.S. 35-9-106(a)(i).~~

~~Section 2. — Purpose. — These rules establish:~~

~~(a) Registration and qualification requirements for persons engaged in the installation and maintenance of:~~

~~(i) — Portable fire extinguisher (including recharging).~~

~~(ii) — Fire extinguishing equipment for protection of kitchen grease hoods and ducts.~~

~~Section 3. — Definitions.~~

~~(a) — Certificate of Registration means a written document issued by the department authorizing a person to perform the act or acts permitted by these regulations.~~

~~(b) — Department means the Wyoming Department of Fire Prevention and Electrical Safety.~~

~~(c) — A portable fire extinguisher means a portable device containing powder, liquid or gasses which can be expelled under pressure for the purpose of suppressing or extinguishing a fire.~~

~~(d) — Technical definitions regarding installation and maintenance of systems and appliances referenced herein shall be as set out by the minimum standards.~~

~~Section 4. — Certification of Registration. — Installation and maintenance of systems and appliances as specified in Section 2 shall be limited to persons possessing a valid certificate of registration issued by the department. Applicants for a certificate of registration shall apply on a form(s) provided by the department. The completed application form and signature shall be notarized prior to submission. The certificate shall be issued when the applicant has provided satisfactory evidence of meeting the following qualifications:~~

~~(a) — Certification for appliances referenced in Section 2(a)(i) shall be by successful completion of a written examination administered by the Department. When deemed necessary, a practical test may be administered by the department to determine the applicants knowledge of servicing, recharging and testing of the referenced appliances.~~



~~(b) — Certification for the systems referenced in Section 2(a)(ii) shall be by valid certification by a major manufacturer that the applicant is qualified to install or maintain the specific systems or appliances to be installed in accordance with the minimum standards for Wyoming. By successful completion of a written examination administered by the Department, an individual may service and maintain kitchen hood and duct systems. The applicant shall be limited to the installation or maintenance of those specific systems or appliances for which certification has been issued.~~

~~(c) — Certification by another governmental agency may be considered in evaluating an applicant's qualifications when the department considers that certification was achieved by equivalent standards.~~

~~After meeting the qualification requirements, the applicant shall be issued a certificate of registration without charge. The certificate is non-transferable and shall expire three years following the date of issue.~~

~~An identification card will be provided to the certificate holder who shall carry the card when installing or maintaining systems or appliances referenced herein.~~

~~**Section 5. — Minimum Standards.** — Installation and maintenance of fire protection, life safety systems and appliances shall be in accordance with Chapter I, Section 2, Codes & Standards. All electrical wiring performed to install or maintain systems or appliances referenced herein shall be by a Wyoming licensed electrician. (See W.S. 35-9-122 et seq.)~~

~~**Section 6. — Service Tags.**~~

~~(a) — External tags and other records required by minimum standards shall also bear the certificate of registration number.~~

~~**Section 7. — Classification of Certificates of Registration.**~~

~~Certificates of registration shall be designated in the following classes:~~

~~Class A. — Shall include all systems and appliances as referenced in Section 2(a).~~

~~Class B. — Shall include installation and maintenance (including recharging) of portable fire extinguishers only.~~

~~Class C. — Shall include the installation and maintenance of all fire extinguishing equipment for protection of kitchen grease hoods and ducts.~~

**Section 8. — Denial, Refusal, Suspension, or Revocation.** — A certificate of registration that has been duly issued by the department or has been applied for may be denied, suspended, revoked, or renewal refused, if the department finds from available evidence that the registrant has violated any provision of these regulations. If the department determines that there is no immediate danger to the public, the department's rules on hearing procedures (Chapter VIII) will be followed before a certificate of registration is suspended or revoked. If the department determines that continued installation and maintenance of fire protection, life safety systems and appliances poses an immediate danger to the public, the certificate of registration may be summarily suspended, pending a hearing under the same rules, to determine whether the certificate should be canceled. Loss or expiration of the required valid certification by a major manufacturer shall cause revocation of a certificate of registration.

**Section 9. — Applicability.**

These regulations shall not apply to:

- (a) — An individual who installs, maintains or recharges a portable fire extinguisher intended for his own private use and not required by statute, code, or ordinance.
- (b) — Those entities specifically exempted by W.S. 35-9-101, et seq.
- (c) — Any manufacturer who charges a portable fire extinguisher or fixed extinguishing system cylinder or container prior to its initial sale.

# **PROPOSED RULES OF THE WYOMING DEPARTMENT OF FIRE PREVENTION AND ELECTRICAL SAFETY - 2011**

## **CHAPTER I**

### **GENERAL PROVISIONS**

#### **Section 1. Authority and Purpose.**

(a) These rules are adopted by the authority granted at W.S. 35-9-107(a)(ii) and W.S. 16-3-101 et seq. They are adopted for the purpose of establishing fair and efficient means of conducting the duties and responsibilities of the Department of Fire Prevention and Electrical Safety [hereafter Department] found at W.S. 35-9-101 through W.S. 35-9-131.

#### **Section 2. Appeals from Decisions.**

(a) If any party is aggrieved by any decision of the department, that party may appeal said decision to the Wyoming Electrical Board [hereafter Board], or the Wyoming Council on Fire Prevention and Electrical Safety [hereafter Council], in accordance with the rules and regulations of the Board or Council, whichever is applicable.

#### **Section 3. Definitions.**

(a) "Building Code" means the International Building Code, as adopted by the Council. The provisions of this code shall apply to the construction, alteration, moving, demolition, repair, maintenance and use of any building or structure within this jurisdiction.

(b) "Design Professional" is an architect or engineer, registered or licensed to practice architecture or engineering, as defined by statutory requirements of the professional registration laws of the state of Wyoming.

(c) "Factory built housing" means manufactured homes or mobile homes.

(d) "Fire Code" means the International Fire Code, as adopted by the Council. The provisions of this code prescribe regulations consistent with nationally recognized good practice for the safeguarding, to a reasonable degree, of life and property from hazards of fire, explosions, and dangerous conditions arising from the storage and handling and use of hazardous materials and devices, and from conditions hazardous to life or property in the use or occupancy of buildings or premises and provisions to assist emergency response personnel.

(e) "General Plan Review Correction List" means a detailed report that lists the code deficiencies noted during the plan review process that may need to be corrected and resubmitted. This list is also referred to as "Review Comments".

(f) "HUD Code" means the National Manufactured Housing Construction and Safety Standards Act, 42 U.S.C. Sec. 5401 et seq.

(g) "Mechanical Code" means the International Mechanical Code, as adopted by the Council. The provisions of this code shall apply to the erection, installation, alteration, repair, relocation, replacement, addition to, use or maintenance in the state of any heating, ventilating, cooling, refrigeration systems, incinerators or other miscellaneous heat-producing appliances.

(h) "Mobile home" means a transportable factory built housing unit built on or before June 15, 1976, in accordance with a state mobile home code which existed prior to the Federal Manufactured Housing and Safety Standards Act (HUD Code).

(i) "Nationally Recognized Standards" means standards that are generally accepted as reliable or authoritative.

(j) "Owner" means the person holding legal title to a building or real property.

(k) "Participant Sports Area" as referenced in the International Building Code shall include the playing area and the area surrounding the playing area, provided the occupants of the surrounding area are associated with the participant, and the total occupant load of the building is less than 50 and the building contains no other occupancies or uses.

(l) "Permanent Power" means an electrical service that has been installed to provide power in or on a building, mobile home and premises.

(m) "Plans" means a submittal including drawings or diagrams, calculations, design professional's seal or letter of approval, cut sheets (material specifications), technical specifications and any other design documents as needed, showing the arrangement in horizontal section of a building or aboveground flammable or combustible storage tank, which may include details of foundations, structural components, framing, plumbing, mechanical, electrical systems and fire protection systems.

(n) "Plan Review Packet" means the packet of printed material that contains detailed information for the plan submitter, detailing specific required information related to the proposed project and a schedule of plan review fees based on the valuation of the project.



(o) "Preliminary Review" means a discussion or procedure leading to the final review of submitted plans.

(p) "Public Building" means a building intended for access by the general public.

(q) "Remodeling" includes repairing, altering or adding to a building or its electrical system.

(r) "Temporary Power" means an electrical service that has been installed to provide power during construction or remodeling and will be removed after permanent power is installed.

(s) "Valuation" of a building shall be the estimated cost to replace the building or structure in kind, based on current replacement costs including materials and labor. Valuation may also refer to the estimated construction cost of a system of building components only, such as a "fire protection sprinkler system" or "fire alarm system".



## CHAPTER II

### BUILDING CONSTRUCTION PLAN REVIEW

#### Section 1. Submission of Plans.

(a) Except as provided in W.S. 35-9-108(q), prior to beginning any new construction, the remodeling of existing buildings or the installation of aboveground flammable or combustible fuel storage tanks, plans shall be submitted for review. The owner or the owner's designated representative shall submit plans to the Department for review of the proposed project for compliance with applicable fire and electrical safety standards. The owner shall be responsible to ensure plans are submitted and approved by the Department prior to beginning work.

(i) Applicable plan review fees shall accompany submitted plans. Sufficient postage to provide for the return of one set of plans and specifications shall be included and attached to a label bearing the return address of the applicant.

(ii) For the purposes of a fire protection sprinkler system or a fire alarm system, design plans may be submitted electronically or on paper, however electronic filing is preferred. All submitted plans must be drawn to scale.

(b) When hard copy plans are sent to the Department for review they shall be drawn to scale on substantial paper; and shall be of sufficient clarity to indicate the nature and extent of the work proposed and show in detail that they will conform to the provisions of the statutes and the rules and regulations of the Department. If plans received do not meet the provisions of the statutes, rules, and regulations they may be returned as unaccepted at the expense of submitter.

(c) Plans which have been prepared by a professional individual or firm practicing architecture or engineering shall include the name and Wyoming license number of the responsible architect or engineer and bear their seal.

(i) Plans submitted must be prepared by a design professional registered to practice in Wyoming, unless the building is exempted from professional plans preparation as described in W.S. 33-4-117.

(ii) Plans submitted for fire protection systems and for fire detection and alarm systems, designed by a NICET III or greater professional, shall be prepared under the direct supervision of a design professional registered to practice engineering in Wyoming. If the system is a manufactured, pre-engineered system, such evidence shall be submitted for verification.

(iii) Plans submitted for public or private above ground fuel dispensing facilities or a Type I Commercial Hood System must be professionally designed or be pre-engineered by the manufacturer.

(iv) When determining the occupant load of a Family Child Care Home (FCCH), a Family Child Care Center (FCCC) or a Child Care Center (CCC), the floor area in square feet per occupant shall be calculated by using the occupant load factor of 35.

(d) A separate form provided by the Department and known as the project information sheet shall be submitted to the Department to initiate the plan review process. Applicants must provide all information requested on the project information sheet when applying for a plan review.

(e) A separate form and packet provided by the Department shall be required for aboveground tank installations, commercial hood systems, fire protection sprinkler systems, fire alarm systems, and other fire suppression systems.

(f) Plans shall include site plan, drawn to scale, showing the property lines, streets and alleys, fire access roads, proposed building location, and any other structures on the site.

(g) Plans shall further include floor plans, drawn to scale, with all rooms identified, exterior elevations, wall, ceiling, floor and roof details and complete mechanical plans.

(i) Electrical: Sufficient information on the plans and in the specifications shall include one line diagrams showing feeders, service and panels, panel schedules, location of all electrical equipment, devices, classification on hazardous areas, emergency systems, and short circuit current available at the supply terminals at the service equipment.

## **Section 2. Review.**

(a) Upon request, the Department shall provide the Plan Review Packet which contains the project information sheet which shall be completed and accompany the plan submittal and the plan review fees.

(b) The Department may upon its own initiative, or upon the request of the submitter, hold preliminary meetings with design professionals and building owners or the building owner's designated representative to discuss code issues relative to proposed projects.

(c) Plan reviews may be submitted in phases so that work may begin on the first phase of a project upon approval of the plans for that phase. Subsequent work may begin on each successive phase as plans are approved for each successive phase. Plans for fire alarm systems and fire sprinkler systems shall be submitted as successive phase plans after the initial plans are approved. The number of phases in the total project shall be clearly identified in the initial plan submittal. A phased plan submittal may be returned as unacceptable by the Department if it contains more phases than proposed in the initial submittal.

(d) The applicant shall send or deliver the plans to the Department. The following must be provided before a plan review will commence by the Department:

(i) Four (4) sets of plans and one (1) set of specifications as described in Section 1 (d) & (e) or one (1) set of CAD drawings (in DWF format) if sent electronically for sprinkler and alarm systems;

(ii) Plan review fee;

(iii) Postage for return of one set of approved plans (not applicable if review documents are sent electronically);

(iv) Project Information Sheet;

(v) Compliance with other rules of the Council.

(e) If it is determined by the Department that the plans received are incomplete, the applicant will be notified in writing of the required additional information.

(f) The plan review process shall begin after the Department determines the plans submitted contain sufficient information for a comprehensive plan review. After that determination is made, the plans shall be logged into the plan review data base and stamped and dated as "RECEIVED".

(g) After having been logged in and stamped as "RECEIVED" the plans shall be assigned to a plans analyst for review. The review shall be completed within twenty-one (21) working days.

(h) If the plans contain items that must be corrected, a general plan review correction list or review comments shall be mailed or electronically transmitted in a protected format back to the submitter. The identified items shall be corrected and verification of correction shall be resubmitted to the Department with an original signature concurring that corrections have been made before construction may begin. The general plan correction list then becomes part of the approved plans.



(i) If the applicant does not agree to correct the deficiencies, the applicant shall submit an objection, in writing, to the Department and request an appeal hearing before the Council pursuant to W.S. 35-9-106(c).

(i) When the Department issues final approval of plans, the plans and the specifications shall be stamped "REVIEWED AND APPROVED FOR FIRE AND LIFE SAFETY ONLY" or "APPROVED AS NOTED". Approved plans and specifications shall not be changed, modified, or altered without authorization of the Department relative to fire and life safety code requirements, and all work, construction and installation, shall be performed in accordance with the approved accepted plans.

(j) Three (3) sets of accepted plans and specifications shall be retained by the Department. One (1) set of plans shall be returned to the applicant and a hard copy shall be kept on the site of the building or work at all times during which the work authorized thereby is in progress. The General Plan Review Correction List or review comments shall be attached to the applicant's plans and shall remain as a part of the plans. All hard copies shall be the responsibility of the submitter.

(k) Stamped plans marked "REVIEWED AND APPROVED FOR FIRE AND LIFE SAFETY ITEMS ONLY" or "APPROVED AS NOTED" is not authorization, allowance or approval of the violation of any applicable code, law, or regulation.

(l) After acceptance by the Department, construction shall commence within 180 days. After construction commences work shall not be suspended or abandoned for more than 180 days or the approval of plans and/or the electrical permit shall become null and void.

(m) The Department may, in writing, suspend or revoke acceptance issued under the provisions of the rules and regulations whenever the acceptance is issued in error or on the basis of incomplete or incorrect information.

(n) The Department may issue a temporary certificate of occupancy or temporary letter of compliance in cases where occupancy and use will not pose an unreasonable risk to persons using and occupying the premises. Such temporary certificates or letters shall be on the Department's letter-head or forms approved by the Fire Marshal or Assistant Fire Marshal. A temporary certificate or letter shall clearly list any and all outstanding code requirements to be completed before issuance of a permanent certificate of occupancy or letter of compliance will occur. A temporary certificate of occupancy or letter of compliance shall be signed by the Director or Deputy Director. The temporary certificate of occupancy shall also clearly state an expiration date when all code requirements are to be met.



**Section 3. Fee Schedule.**

(a) When documents are submitted as required by W.S. 35-9-108, a plan review fee shall be paid with the submittal. Said plan review fee shall be as follows:

TOTAL VALUATION	FEE
\$1.00 to \$499.99	\$16.03
\$500.00 To \$1,999.99	16.03 for the first \$500.00 plus \$2.08 for each additional \$100.00, or fraction thereof, to and including \$1,999.99;
\$2,000.00 to \$24,999.99	\$47.22 for the first \$2,000.00 plus \$9.55 for each additional \$1,000.00, or fraction thereof, to and including \$24,999.99;
\$25,000.00 to \$49,999.99	\$267.12 for the first \$25,000.00 plus \$6.90 for each additional \$1,000.00, or fraction thereof, to and including \$49,999.99;
\$50,000.00 to \$99,999.99	\$438.95 for the first \$50,000.00 plus \$4.78 for each additional \$1,000.00, or fraction thereof, to and including \$99,999.99;
\$100,000.00 to \$499,999.99	\$677.60 for the first \$100,000.00 plus \$3.82 for each additional \$1,000.00, or fraction thereof, to and including \$499,999.99;
\$500,000.00 to \$999,999.99	\$2,204.94 for the first \$500,000.00 plus \$3.25 for each additional \$1,000.00, or fraction thereof, to and including \$999,999.99;
\$1,000,000.00 and up	\$3,824.33 for the first \$1,000,000.00 plus \$2.49 for each additional \$1,000.00, or fraction thereof.

**Other Inspections and Fees:**

1. Inspections outside of normal business hours.....\$49.31 per hour  
(Minimum charge - two hours).
2. Reinspection fees assessed under provisions of Section 109.3.8 of the 1997 Uniform Building Code .....\$49.31 per hour\*.
3. Inspections for which no fee is specifically indicated.....\$49.31 per hour\*  
(Minimum charge -- one-half hour).
4. Additional plan review required by changes, additions or revisions to Plans.....\$49.31 per hour\*.  
(Minimum charge -- one-half hour).
5. Outside consultants for plan checking and inspections, or both.....Actual costs\*\*.

\*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

\*\*Actual costs include administrative and overhead costs.

## CHAPTER III

### MUNICIPALITY/COUNTY LOCAL ENFORCEMENT AUTHORITY

#### **Section 1. Delegation of Enforcement Authority.**

(a) The delegation of joint plan review authority over state owned or leased buildings pursuant to W.S. 35-9-121(b) is contingent upon maintenance of properly certified inspectors by the municipality or county for each purpose. Failure to maintain the properly certified inspectors will result in cancellation of the authority of the local enforcement jurisdiction over state owned or leased buildings. It is the responsibility of the municipality or county to inform the Department promptly of any lapse in required inspector certification.

## CHAPTER IV

### SPECIAL DEPUTY STATE FIRE MARSHALS

#### **Section 1. Definition.**

(a) Special Deputy State Fire Marshal means any person properly qualified and appointed by the State Fire Marshal to assist with his duties. Special Deputy State Fire Marshals serve without pay.

#### **Section 2. Number.**

(a) The State Fire Marshal may appoint as many special deputies deemed necessary to serve the public interest.

#### **Section 3. Appointment.**

(a) Appointment may be made verbally when necessary to facilitate and insure timely inspection or investigation. Such verbal appointments must be verified within forty-eight (48) hours in writing. All other appointments shall be in writing at the time of appointment.

(b) An appointee shall be certified in conformance with the requirements established by the Department.

(c) An appointee will be issued an identification card and certificate.

#### **Section 4. Duration of Term.**

(a) The appointment term of a special deputy shall expire on January 1 following the year of issue. The appointment becomes invalid when withdrawn in writing by the Fire marshal, or when any qualification in W.S. 35-9-107(b)(iii) or this chapter is no longer satisfied.

#### **Section 5. Powers.**

(a) The powers of a special deputy are limited to those necessary to conduct an effective inspection or investigation as assigned by Department. Any actions taken by the special deputy which exceed these powers are not binding on the Department.

**Section 6. Report.**

(a) Special deputies shall submit a written report of observations, findings, and conclusions of each inspection or investigation permitted by this section. Reports shall be submitted to the Department by certified mail within forty-eight (48) hours of completion of the inspection or investigation, unless more time is granted by the Department.

**Section 7. Misrepresentation.**

(a) In the event a special deputy continues to act as a special deputy after an appointment has been terminated, or expires, or if a special deputy goes beyond the authority permitted by this chapter, the Department may institute appropriate legal proceedings.



## **CHAPTER V**

### **FIRE REPORTING**

#### **Section 1. Fire Reports; Responsibility.**

(a) The chief officer or designated representative of every fire protection jurisdiction in the state shall report all fires occurring that were reported or that required an emergency response. The report shall include all information required by the Department concerning the origin, facts and circumstances of the fire determined by investigation under W.S. 35-9-107 and W.S. 35-9-109. The report shall be submitted in a format approved by the Department. The report shall be furnished to the Department within one (1) week of the fire.

## CHAPTER VI

### ELECTRICAL LICENSING

#### **Section 1. Application and Renewal of Licenses.**

(a) License applications shall be submitted on the form provided by the Department and shall be accompanied by the appropriate fees as established by these rules. All information solicited shall be provided.

(b) Examinations are scheduled by contacting testing agency after approval by the Chief Electrical Inspector. Location and frequency of the examinations will be determined by the Chief Electrical Inspector and the Board for electronic exams.

(c) Approximately ninety (90) days prior to expiration, the Department shall send written notification of the approaching expiration of each license to the most recent known address that the licensee has provided to the Department. The Department is not responsible for failure of renewal notice to reach applicant.

(d) The application for renewal for electrical contractors, low voltage contractors, and limited contractors must be completed and submitted to the Department no later than the 20th day of the month prior to the expiration of the license.

(e) In the case of contractors, the master acknowledgment of responsibility form shall be completed and the signature of the full time actively employed master electrician of record shall be notarized and returned with the application and the appropriate fee during the ninety (90) days preceding expiration. In the case of low voltage and limited electrical contractors, the technician acknowledgment of responsibility form shall be completed and the signature of the full time actively employed technician of record shall be notarized and returned with the application and the appropriate fee during the ninety (90) days preceding expiration.

(f) An electrician or technician who applies for renewal of his expired license within forty-five (45) days after its expiration and is otherwise entitled to renewal of his license shall have his license renewed by paying an additional fee of fifty dollars (\$50.00).

(g) Any electrician or technician who fails to renew his or her license within forty-five (45) days of expiration must pay all applicable fees and pass the appropriate examination to reinstate his or her license.

## **Section 2. Temporary Work Permits.**

(a) Temporary permits to engage in the work of a journeyman electrician, low voltage technician, or a limited technician shall be issued to applicants who apply, furnish documented evidence of experience to qualify for the examination, and pay the required fees.

(i) A temporary work permit is valid no longer than 150 days after the date of issuance. The expiration date shall be printed on the temporary work permit.

(ii) A journeyman electrician who has let his or her Wyoming electrical license expire shall be allowed one work permit that will be valid for 30 days. The applicant must pay the required fees.

(iii) No more than one temporary work permit shall be issued to the same individual in any three (3) year period.

## **Section 3. Master Electricians, Journeyman Electricians, Low Voltage Technicians and Limited Technicians.**

(a) Electrically related classroom instruction, or time spent in electrical school, shall be documented with transcripts from a school or classroom training records from an apprenticeship program as approved by the Department or the United States Department of Labor.

(b) New or renewed master electrician, journeyman electrician, low voltage technician, and limited technician licenses are valid for no more than three (3) years, with master license, low voltage technician license, and limited technician license expiring July 1 and journeyman license expiring January 1. New licenses shall expire on the appropriate date no more than three (3) years after date of issuance.

## **Section 4. Apprentice Electricians, Apprentice Electrician Training Programs and Apprentice Technicians.**

(a) Any class, seminar, or course that is required by the Board as a part of the qualification for any electrician's license must have received approval from the Department for both the instructor and the course material prior to presentation of the class, seminar, or course.

(b) An apprentice electrician is any person working as an apprentice for a licensed electrical contractor and under the direct supervision of a licensed journeyman or master electrician.

(i) It is the responsibility of the electrical contractor employing apprentice electricians to register each with the Department within ten (10) days of hiring and to notify the Department within ten (10) days after termination.

(A) Prior to the initial apprentice electrician registration, or for apprentice electricians with prior work experience obtained outside the State of Wyoming, the following information shall be provided:

(I) Documentation of the total number of hours of all previous on-the job electrical work experience. Work shall have been governed by the minimum standards of the NEC, under the direct supervision or attestation of a licensed journeyman or licensed master electrician. A breakdown indicating number of hours obtained in residential, commercial and industrial work categories shall be included. Proof of work history shall be through notarized letters on company letterhead from past or present employers.

(II) Documentation of the total number of hours of all previous electrically related classroom instruction obtained through schools or through approved apprenticeship programs. Electrically related classroom instruction, or time spent in electrical school, shall be documented with transcripts from a school or classroom training records from an approved electrical apprenticeship program.

(ii) Apprentice electricians will be required to renew their registration with the Department yearly on or before September 1. The director for multi employer electrical apprenticeship training programs shall be allowed to renew the registrations for all apprentice electricians in their training program.

(iii) A notification of registration renewal will be mailed to all registered apprentices to their last submitted address approximately ninety (90) days prior to the renewal deadline.

(iv) Apprentice electricians applying to renew their registration with the Department shall provide proof to the Department of all experience and education completed since their license was last renewed.

(c) An application for electrical apprenticeship training program approval must be completed, submitted to the Department, and approved by the Department prior to employing apprentice electricians in the State of Wyoming. All information solicited by the Department on the application must be provided. Training programs which have previously received approval from the Bureau of Apprenticeship and Training, United States Department of Labor, will be accepted. However, Bureau of Apprenticeship and Training approval is not required for an apprenticeship training program to receive approval from the Department.

(i) Whenever the Department denies an application for an electrical apprentice training program, the applicant may appeal such denial to the Board in accordance with the Rules and Regulations of the Board.



(d) Electrical contractors shall keep monthly records for each apprentice electrician which indicates the total number of hours of on-the-job work experience in the categories of residential, commercial, and industrial wiring. Monthly records shall also indicate the number of hours of classroom instruction obtained by each apprentice and the cumulative grade average for each apprentice electrician. These records shall be subject to review upon demand of the Department.

(e) The Department shall disapprove any electrical apprenticeship training program which does not possess or is not maintaining the required standards, as mandated by the Board.

(f) An apprentice technician is any person working as an apprentice for a licensed low voltage or limited electrical contractor and under the direct supervision of a licensed low voltage technician or licensed limited technician of the same license category.

(i) It is the responsibility of the low voltage or limited electrical contractor employing apprentice technicians to register each with the Department within ten (10) days of hiring, and to notify the Department within ten (10) days after termination.

(A) Prior to the initial apprentice technician registration, or for apprentice technicians with prior work experience obtained outside the State of Wyoming, the following information shall be provided:

(I) Documentation of all previous electrical work experience associated with the low voltage or limited category in which the apprentice technician will be employed. Work shall have been governed by the minimum standards of the NEC. Proof of work history shall be through notarized letters on company letterhead from past or present employers.

(II) Documentation of all previous electrically related classroom instruction obtained through schools or through apprenticeship programs. Electrically related classroom instruction, or time spent in electrical school, shall be documented with transcripts from a school or classroom training records from an electrical apprenticeship program.

(ii) Apprentice technicians will be required to renew their registration with the Department each year on or before September 1. A notification of registration renewal will be mailed to the last submitted address to all registered apprentices approximately ninety (90) days prior to the renewal deadline. Apprentice technicians renewing their registration with the Department will be required to provide proof of the following:

(A) The total number of hours of on the job work experience obtained during the twelve (12) month period from July 1 of the previous year to June 30 of the current year. Work shall have been governed by the minimum standards of the NEC, under the direct supervision or attestation of a licensed low voltage technician or a licensed limited technician of the same license category. Documentation of work history shall be through notarized letters on company letterhead from past or present employers. It shall be the responsibility of the apprentice technician to provide proof of experience to the Department.

**Section 5. Fee Schedules.**

(a) Fees for licenses, temporary work permits, examination applications, examination administrations, and apprentice registrations shall be as follows:

- (i) Electrical Contractor's License \$400.00.
- (ii) Low Voltage Electrical Contractor's License \$200.00.
- (iii) Limited Electrical Contractor's License \$200.00.
- (iv) Master Electrician's License \$200.00; Renewal \$100.00.
- (v) Journeyman Electrician's License \$100.00; Renewal \$50.00.
- (vi) Low Voltage Technician's \$100.00 License; Renewal \$50.00.
- (vii) Limited Technician's License \$100.00; Renewal \$50.00.
- (viii) Temporary Work Permit for Journeyman Electricians, Low Voltage Technicians, and Limited Technicians \$50.00.
- (ix) Apprentice Electrician Registration Fee \$20.00; Renewal \$20.00.
- (x) Apprentice Low Voltage or Limited Technician Registration Fee \$20.00; Renewal \$20.00.

(b) Examination fees shall be established by the testing agency designated by the Department, but in no case shall an examination fee exceed \$300.00

## CHAPTER VII

### ELECTRICAL PERMITS AND INSPECTIONS

#### Section 1. Permits.

(a) An electrical wiring permit shall be obtained prior to beginning any new construction or remodeling of any building, mobile home, or premises if the work will require a public utility to connect or disconnect and restore electrical power. Electrical permits are not required for installations exempt under W.S. 35-9-123 (a)(ii) through (v), unless the electrical work is being performed by a person or company acting as a subcontractor for the exempt person, partnership, or corporation and the electrical work is governed by the National Electrical Code. This section does not apply in municipalities and counties granted local enforcement authority for electrical safety standards under W.S. 35-9-121.

(b) Permits shall be obtained prior to the start of any installation requiring a permit pursuant to W.S. 35-9-120. Failure to obtain a permit prior to the starting of the electrical installation may result in criminal penalties as set forth in W.S. 35-9-130. Failure to obtain an electrical permit prior to the starting of electrical installation may result in revocation or suspension of Wyoming electrical license.

(c) Electrical permits may be obtained from the Chief Electrical Inspector, or may be made available through the local utility, local governmental agencies, or other entities, as determined by the Chief Electrical Inspector.

(d) A fee of \$50.00 shall be paid for any electrical wiring permit issued by the Department. The electrical wiring permit fee shall be waived for anyone requesting and paying for an electrical inspection.

#### Section 2. Inspections.

(a) Requested electrical inspections shall be made within five (5) business days of the request by the electrical contractor, the general contractor, or the owner. Unless previous arrangements have been made, the person requesting the inspection shall pay for the inspection.

(b) Electrical inspections may be made for any electrical wiring permit issued. These inspections may be made at any time during construction, or within thirty (30) days after completion of the installation for which an electrical wiring permit or plan review was performed.

(c) When serious or hazardous conditions are discovered upon inspection, the permittee shall be notified by letter, sent by certified mail return receipt requested or by regular mail with delivery confirmation service requested, which details the serious or hazardous conditions. A copy of the inspection report shall also be attached. The utility shall be copied with the same letter and report sent by certified mail return receipt requested or by regular mail with delivery confirmation service requested.

(d) Electrical permits for temporary power will be issued for a period of ninety (90) days as set forth in Article 305 of The National Electrical Code, unless the permittee requests a longer duration. An electrical wiring permit is required for a temporary service.

**Section 3. Inspection Fees. (THE \$50 PERMIT FEE IS INCLUDED IN THE FEE'S BELOW).**

(a) Residential

100 amp service \$70.00	200 amp service \$120.00
125 amp service \$82.50	300 amp service \$170.00
150 amp service \$95.00	400 amp service \$220.00

(i) Inspection fees for residential services larger than 400 amps will be calculated based upon the "Commercial & Industrial" table.

(b) Mobile Home Parks

60 amp 50.00 Each	100 amp 70.00 Each	150 amp 95.00 Each	200 amp 120.00 Each
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(c) Commercial & Industrial

	<b>120/208 or 240v 1 Phase</b>	<b>120/208 or 240v 3 Phase</b>	<b>480v 3 phase</b>	<b>over 480v</b>
<b>60 amp</b>	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
<b>100 amp</b>	60.00	65.00	70.00	70.00
<b>125 amp</b>	70.00	75.00	80.00	82.50
<b>150 amp</b>	80.00	85.00	90.00	95.00
<b>200 amp</b>	100.00	105.00	110.00	120.00
<b>225 amp</b>	110.00	115.00	120.00	132.50
<b>300 amp</b>	130.00	140.00	150.00	170.00
<b>400 amp</b>	170.00	185.00	200.00	220.00
<b>600 amp</b>	220.00	250.00	270.00	320.00
<b>800 amp</b>	300.00	330.00	360.00	420.00
<b>1000 amp</b>	370.00	410.00	450.00	520.00
<b>1200 amp</b>	440.00	480.00	520.00	620.00
<b>1600 amp</b>	600.00	640.00	680.00	820.00
<b>2000 amp</b>	800.00	850.00	900.00	1020.00
<b>2500 amp</b>	1000.00	1050.00	1100.00	1270.00
<b>3000 amp</b>	1200.00	1250.00	1360.00	1520.00
<b>4000 amp</b>	1600.00	1700.00	1850.00	2020.00
<b>5000 amp</b>	2000.00	2150.00	2350.00	2520.00



- (d) Temporary Services - \$40.00 each.
- (e) Remodels of residential units - \$20.00 plus 2% of the value of any electrical installation included in the remodel.
- (f) All other electrical inspections - \$20.00 plus \$.50 per ampere rating of the electrical service.
- (g) Reinspections - \$50.00 Plus \$.20 per ampere rating of the electrical service.

**CHAPTER VIII**

**REPEALED**

**CHAPTER IX**

**REPEALED**

**CHAPTER X**

**REPEALED**